



**TOWN OF WILTON
SELECTMENS MEETING
APPROVED MINUTES**

DATE: December 21, 2015
TIME: 6:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Chairman Rick Swanson, Selectman Kermit Williams, Sorrell Downing (clerk), Harry Dailey, Pat Fickett, Joe Torre, Bart Hunter, Alexis Pittman, Stephanie Loiselle, Molly Shanklin, Patty Crooker, Jim Kofalt

Chairman Swanson opened the meeting at 6:30 PM.

Wilton Main Street Association

Carnival Hill:

During 2015 Summerfest, there was a problem with getting proper electrical service (need 240 Volt) to the top where the food trucks were located. Currently, the electricity goes into a pole below. The Selectmen asked if the Wilton Main Street Association would discuss with Mr. Elliott and the WJA about the logistics involved with moving the electricity to the top. If the electricity was relocated and the building was repaired (a possible “snack shack”), this space could be used on a regular basis for events. Mr. Williams noted there is money in the budget for “park maintenance” that might be used for this project. A detailed proposal needs to be presented so it can be added to the budget.

Mr. Hunter and Mr. Pittman asked the Selectmen for guidance on how to best appropriate the \$10,000 budget amount. This needs to be more specifically defined in the budget.

Mr. Williams and Mr. Swanson both agreed that \$5000 should be used for business start up grants. The terms and qualifications of these grants need to be outlined carefully and the Selectmen would like to have some input on this selection process. There was discussion about each grant (up to \$1000) could be used for signage/marketing or business plan development.

The other \$5000 would be used for marketing and advertising of :

- Easter Egg Hunt (\$1250)
- Summerfest (\$1250)
- Haunted Halloween (\$1250)
- Holiday Stroll (\$1250)

These events need to be promoted early and posted on various calendars. Mr. Hunter emphasized that people need to know what is going on in the community. Mr. Hunter also mentioned the desire to bring back the Arts and Film Festival.

Mr. Swanson asked that the scope of the Wilton Main Street Association be broadened to include the whole town and encompass more Wilton community groups with the primary mission being to promote the growth of Wilton. The number of vacant storefronts needs to decrease and not increase. What can be done to encourage development?

- Positive Business Environment
- Economic Planning
- Market Wilton to Visitors

Public Comment

None

Mr. Hunter and Mr. Pittman departed at 7:05 PM

Nashua Division of Public Health and Community Services

Patty Crooker

Ms. Crooker presented the programs offered to the Town of Wilton by the Nashua Division for Public Health and Community Services. Ms. Crooker primary works with Ray Dick and Gary Zirpolo. Their programs include:

- Community Action for Safe Teens
- Prevention Programs – Substance Abuse Disorders,
- Sourcing of Naxolone Training
- Community Health
- Chronic Disease

These programs are primarily federally funded through CDC or Samhsa grants. The spotlight for Wilton was the advancement of Souhegan Valley Transit, which is serving the community well.

The programs offered cover a wide variety of public health issues from immunizations to mental health assistance. Mr. Williams asked for a one page printout of programs and contact information. This could be distributed from the town hall to the community. Mr.

Swanson asked for assistance on dealing with hoarders from a public health standpoint. Ms. Crooker to address both questions.

Jim Kofalt arrived at 7:25 PM.

Mr. Crooker departed at 7:30 PM.

Library Wage and Salary Research

Ms. Shanklin outlined how the new grade levels were assigned based on the recommendation of the Wage and Salary Committee to unify the Library with the other Town departments. The data points used were education level, years of experience, number of programs offered. Ms. Shanklin's research revealed Wilton library employees underpaid and the "catch up" may take two years.

Mr. Williams pointed out the comparable salary data was from larger towns. Mr. Williams asked if the data point be of towns similar in size and in a similar geographical region of the state as Wilton.

Mr. Dailey asked if the data points be of library square footage and population for the town. The number of people served (the library uses a tally system to count library patrons). Mr. Dailey asked that there be an agreement on data points before the laborious research is done. There is quite a bit of data to sort through. Ms. Shacklin asked to go 10 up and 10 down from Wilton for data. Mr. Dailey and Ms. Shacklin to work together on this.

The Wage and Salary Committee based most of the comparable on population. The Wilton library offers more programs than towns of even larger size. Mr. Swanson stated that the library is an important part of our community and needs to be supported fairly.

Mr. Swanson asked for unification of the library with the other department. The first step toward this would be an equalization of salary calculations. The unification of the health insurance, retirement benefits and definition of full time employee will have to be a later discussion.

Ms. Fickett asked when this salary adjustment will be implemented. It was agreed that March to March will likely be the timeframe for salary adjustments and review period. Ms. Fickett asked for advice on how to address candidates she is hoping to hire immediately for the two open positions. Mr. Dailey to do research with in the next days and weeks.

Ms. Fickett, Mr. Dailey, Ms. Shanklin and Ms. Loiselle departed at 8:25

Joe Torre. MACC Base

Mr. Torre asked the Selectmen to approve the MACC base contract to allow Lyndeborough to be a limited “customer”. Lyndeborough would pay \$22,000 in 4 installments. They would be offered a seat but not a vote on the board. Lyndeborough will receive services for one year. Mr. Williams and Mr. Swanson agreed they would like Mr. Condra the opportunity to hear and discuss. The decision will be made on December 28, 2015.

Mr. Torre departed at 8:40 PM.

NRPC 2nd Representative

James Kofalt

Mr. Kofalt saw the notice on the Planning Board website soliciting a volunteer to serve as 2nd representative to NRPC. Mr. Kofalt was nominated by the Planning Board on December 16, 2016. Mr. Kofalt is interested in being more involved with the community. Mr. Kofalt also is interested in the OEP and NRPC training to get up to speed with the policies and procedures.

A MOTION was made by Mr. Williams and SECONDED by Mr. Swanson to nominate Mr. Kofalt as the 2nd NRPC Representative.

Voting: 2 ayes. Motion carried.

Mr. Kofalt departed at 8:47 PM.

Emergency Management Position

A MOTION was made by Mr. Swanson and SECONDED by Mr. Williams to appoint Ray Dick as Wilton Emergency Management Director.

Voting: 3 ayes. Motion carried.

Minutes 12-7-15

Minutes from 12-7-15 were reviewed and approved. The Healthtrust language was confirmed.

Police Department Security Cameras

Mr. Swanson asked that this request be added to next years budget.

Letter Betty Frye Backeberg

Mr. Williams suggested Ms. Backeberg be invited to discuss her concerns directly with the Selectmen.

Pole Licenses

The current language of the pole license will be reviewed for next meeting and this will be added to the agenda for the December 28, 2015 meeting.

Sewer Department Capital Reserve Fund

Mr. Williams to discuss with Town Counsel how the Wilton Sewer Commission was created. There will be a Sewer Commission meeting 12-29-15 and there is some question if enough public notice has been given. Betsy Castro, Trustee of Trust Funds, has asked the AG office regarding use of Capital Reserve Funds for the Sewer Commission. Mr. Swanson will try to attend the Sewer Commission meeting.

A MOTION was made by Mr. Williams and SECONDED by Mr. Swanson to adjourn the meeting at 9:25 PM.

Voting: 2 ayes. Motion carried.

Respectfully Submitted,
Sorrell Downing